



**3<sup>RD</sup> MEETING  
WORKFORCE DEVELOPMENT SUBGROUP**

**MEETING MINUTES**

**AUGUST 10<sup>TH</sup>, 2010  
11:00 AM**

**PENINSULA WORKFORCE DEVELOPMENT CENTER  
Hampton, VA**

**Subgroup Members Present:**

Delegate Kathy Byron  
Christine Chmura  
Helen Dragas  
James Dyke  
Bob Leber  
Frank Longaker

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**I. Call to Order**

Bob Leber, Chair, called to order the 3<sup>rd</sup> meeting of the Workforce Development Subgroup at 11:05 AM on August 10<sup>th</sup> at the Peninsula Workforce Development Center (PWDC).

**II. Welcoming Remarks**

Dr. Deborah Wright, the Vice President of Workforce Development at Thomas Nelson Community College welcomed the group and gave an overview of PWDC history and programs offered.

Del. Matthew James, President of the Peninsula Council for Workforce Development gave an overview of the work they have done and the programs they offer.

**III. Roll Call**

Jessica Brooks, Executive Assistant for the group called role. All members were present.

**IV. Minutes**

The minutes from the 2<sup>nd</sup> subgroup meeting were reviewed and approved.

**V. Presentation**

Josh Copus, the Director of Membership for the National Association of Workforce Boards gave a presentation to the group on examples of highly effective workforce boards around the country and best practices.

**VI. Lunch**

The subgroup broke for a quick lunch from 12:19-12:36 PM.

**VII. Discussion of Recommendations**

The subgroup narrowed and focused their recommendations down into several categories: communication, high school programs, post secondary education, workforce development management, and workforce council initiatives. Discussion involved: set standards for Workforce Investment Boards around the state but allow for regional adjustments, build a system that will provide information to students or job seekers about demand occupations, prioritize workforce training dollars, continue promotion and implementation of career pathways programs in K-12, use all workforce resources wisely and standardize private and non-profit training providers, expand the use of earn while you learn programs and apprenticeships, find ways to measure the success of the Workforce Council (HB1041 in 2010's General Assembly session).

**V. Next Meeting**

The next meeting date was set for Thursday, September 16<sup>th</sup> at 10:30 AM at the Northern Virginia Community College Woodbridge campus.

**VI. Adjournment**

The meeting was adjourned at 3:03PM.